

TOWN OF ACTON
SIDEWALK COMMITTEE MEETING
Minutes of August 10, 2011

7:00 p.m.

Acton Memorial Library Conference Room

Present: Kate Chung, Dana Snyder-Grant, Dick Calandrella, Steve Evans, Sytske Campbell, Pam Cochrane, Bettina Abe.

Citizen Concerns:

None

Procedural Matters:

The **July 2011 minutes** were approved.

Swearing in – most committee members have completed this annual ritual. Chairman position. Chairs will continue through June 2012, with the understanding that some of the tasks can be delegated. Delegations:

- Posting of agenda to sidewalk interest list: Dana will investigate options.
- Kate will send Dana the sidewalk interest list.
- Attend meetings with Engineering: Leslie will do.
- Attend Quarterly Acton Boards and Committee Meetings: Bettina.
- Respond to citizens: Kate and Bettina share.
- Reserve meeting rooms – Kate will continue.
- Pickup Sidewalk plans: Systke and Leslie.
- Project Specific Representation
 - South Acton Train Station, RR Crossings: Pam, Dana
 - Route 111 to Boxborough: Steve
 - Community Preservation Act Funds: Leslie
 - Taylor Road: Bettina
 - Sidewalk Funds: Dick
 - High Street: Sytske

The July minutes were approved.

Update from Engineering

- High Street letters will go out next month to residents
- Spruce Street Sidewalk (on Tables to Teapots side of road) is being reconstructed.
- Great Road - Sidewalk from Davis to Main has been designed. Design just needs approval from Mass Highway. (Main to Woodvale already has an existing design). Engineering thinks Mass Highway might only have an issue with the section crossing the bridge (near the train tracks). They might possible pave/complete at least a portion of the sidewalk this year, but more likely it will be done next year.
 - What is the design approach to the BFRT intersection? ► Leslie will ask.
- Martin Street - May pave this fall, but certainly by next year. Will complete the gap over the train track when the double tracking occurs.

- Taylor Road - Tom Tidman and Friends of the Arboretum have been anticipating a sidewalk along Taylor for years. It has been mapped out. Will probably pave and then later stone dust (brown or grey) once the Friends decide how they will be treating other paths in the Arboretum. RFP for Taylor road survey/design to be sent out this fall.
- Engineering is trying to get access to a list of dedicated funds through the Accounting Department
- HR is working on getting Engineering senior volunteers to scan in all the sidewalk agreements. Corey has already scanned from Capizzi (1980s) and back an additional decade. He found one other sidewalk owed.

Sidewalk Funds –we noted that we do have some records, though several years old, and not necessarily complete.

CPA (Community Preservation Act) Funds (Leslie):

Sudbury approved \$100,000 for walkways. Why not Acton? Leslie will look into it more deeply.

July 25 Acton Boards and Committees chairs discussion with Mike Gowing.

Recap: Most committees need people. Lost chair of Volunteer coordinating committee. One goal for the meeting was to foster understanding of what each committee does, and who they interact with.

Nov 14 is next meeting.

Meeting adjourned 8:13 p.m.

Respectfully,
Steve Evans

Open Meeting law requires that the following must be included in the minutes:

- ✓ Date, place, time and matters discussed.
- ✓ Summaries of discussions
- ✓ List of documents used
- ✓ Decisions made
- ✓ Actions taken
- ✓ Record of all votes (yeas, nays and abstentions).
- ✓ A list of all documents and other exhibits, such as photographs, recordings, maps and presentations used by the body at the open or executive session.

Future Meetings Planned: (All at 7pm at the Acton Memorial Library Conference Room, on the second Wednesday of the month)

September 14
October 12

November 9
December 14